

## **EXHIBIT 5**

**CONFLICT OF INTEREST DISCLOSURE STATEMENT**

(Subject Project: RFQ to Provide On-call Architectural and Landscape Review Services)

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Proposer's Name:  ("Proposer")

This Conflict of Interest Disclosure Statement relates to that certain City of El Monte's Request for Qualifications to Provide On-call Architectural and Landscape Review Services (hereinafter, the "RFQ").

Proposer is advised that certain consulting firms will not be allowed to submit qualifications in response to the RFQ or participate on any proposer's team for the RFQ because of the consultant's participation in the preparation of the RFQ and/or their participation in the review, evaluation and selection of professional consulting firms who will be submitting responses to the RFQ. The conflicted firm(s) is/are:


(hereinafter, the "Conflicted Consultant(s)").

Proposers must also disclose any contractual arrangements or other representation the Proposer currently has or will have during the performance period of the agreement contemplated under the RFQ.

Proposers must also identify all municipalities or other public agencies, or development projects in the City of El Monte that the proposer is under contract with or will be under contract with during the performance period of this RFQ to provide consulting services similar to those contemplated under this RFQ. For purposes of this disclosure statement any of the entities referenced under this paragraph may be referred by the term "Potentially Adverse Client".

**1. Required Disclosure of Conflicts**

In the space provided below, and on supplemental sheets as necessary, identify all relevant facts relating to past, present, or planned interest(s) of the proposer's team (including the proposer, Principal/Major Participants, proposed Subconsultants and proposed Subcontractors, and their respective chief executives, directors, and other key personnel for the project) which may result, or could be viewed as, a conflict of interest in connection with this RFQ, either with a Conflicted Consultant or a Potentially Adverse Client.

Proposer should disclose (a) any current contractual relationships with a Conflicted Consultant or Potentially Adverse Client, (b) any past, present, or planned contractual or employment relationships with any officer or employee of a Conflicted Consultant or Potentially Adverse

Client and (c) any other circumstances that might be considered to create a financial interest in the contract by any member, officer or employee of a Conflicted Consultant or Potentially Adverse Client if Proposer is awarded a contract under the RFQ.

Proposer should also disclose matters such as ownership of 10% or more of the stock of, or having directors in common with, a Conflicted Consultant. Proposer should also disclose contractual relationships (i.e. joint ventures) with any Conflicted Consultant as well as Proposer should also disclose matters such as ownership of 10% or more of the stock of, or having directors in common with, a Conflicted Consultant. Proposer should also disclose contractual relationships (i.e. joint ventures) with any Conflicted Consultant as well as relationships wherein a Conflicted Consultant is a contractor or consultant (or Subcontractor or Subconsultant) to the proposer or a member of the proposer's team. The foregoing is provided by way of example, and shall not constitute a limitation on the disclosure obligations.

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## **2. Explanation**

In the space provided below, and on supplemental sheets as necessary, identify steps the Proposer has taken or will take to avoid, neutralize, or mitigate any conflict of interest described herein.

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### 3. Certification

The undersigned hereby certifies and declares under penalty of perjury that, to the best of his or her knowledge and belief, no interest exists that is required to be disclosed in this Conflict of Interest Disclosure Statement, other than as disclosed above.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company  
Name: \_\_\_\_\_

Date: \_\_\_\_\_, 20\_\_\_\_

City will evaluate each proposer's relationship with a Conflicted Consultant or a Potentially Adverse Client identified, above, to determine whether the conflict is sufficiently direct and/or material as to merit disqualification of the proposer from consideration under this RFQ. City will evaluate whether measures taken by a proposer to avoid, neutralize or mitigate an actual or potential conflict are reasonably adequate to avoid an actual or potential conflict. Potentially conflicted proposers will provide City with any such additional information as the City may request to better evaluate the existence of a direct and/or material conflict and the failure to provide such additional information to the reasonable satisfaction of City shall be grounds for disqualification. The City shall issue its determination in writing. Parties who may wish to protest the City's determination must file a written protest within the time period specified in the RFQ for protests.